

Sunset United Church Board Meeting Minutes – approved
June 8, 2023

Attendance: Brenda Scarfe (chair), Jean Cameron (past chair), Marion Tudor (secretary), Bryan Tudor, Susan Black, Denelle Hansen (treasurer), Tim Osborne, Jim Tenford, Ken Fensom, Lenore Bewcyk, Michelle McConkey, Marina Jeffery, Darin Lindblad

Action items:

- Ken Fensom will contact Element Construction to notify of acceptance of the repair proposal.
- Bryan Tudor will contact Jonathon, the custodian at Wesley, to see if he is able to mow the lawns at Sunset. If not, Ken will hire Touchstone Bobcatting and Construction for \$25.
- Ken Fensom will organize ant extermination by Innovative Pest Solutions.
- Michelle will talk to parents and recommend children sit facing Michelle with their backs to the congregation if the parent does not want the child to be seen on the camera.

1. Call to order and land acknowledgement

- Brenda called the meeting to order at 6:15 pm and offered a land acknowledgement.

2. Adoption of the agenda

- Additions to agenda
 - Property update - Ken Fensom
- Moved by Ken Fensom/Denelle Hansen to adopt the agenda as amended. Carried.

3. Devotion

- Reverend Jim Tenford led a devotion.

4. Adoption of minutes from April 27, 2023

- Moved by Bryan Tudor/Susan Black to adopt the minutes as circulated. Carried.

5. Review of action items from April 27, 2023

- Darin Lindblad will contact Keith Schneider/Ken Fensom re. roof repairs. Complete.
- Bryan will contact Charles about worship material for CoSA – Complete.
- Jim will contact Donna Nelson to inform her that Sunset has agreed to assist with refugee sponsorship. Complete.
- Denelle will arrange for a new bank account to be opened to enable the funds to be deposited and held until needed. Pending. This item will be removed from the action item list until the bank account is needed for the refugee sponsorship process.

6. Ratification of email motion

- Moved by Bryan Tudor/Jean Cameron that the Sunset Board express its intention to continue worshipping in the Sunset building for the foreseeable future, and its intention to make its building a suitable and welcoming place for the South Regina United Community (Wesley and Sunset worshipping together) following tri-church this summer.
- This motion was voted on via email and ratified at the board meeting.

7. Committee reports

- **Roof**
 - Darin Lindblad presented a proposal from Element Construction for repair of the roof at the junction of the addition. See attached.
 - **Moved by Denelle Hansen/Susan Black to proceed with the repairs of the roof as proposed by Element Construction up to a maximum of \$60 000 using funds from the Contingency Fund. Carried.**
 - Darin agreed to act as Project manager for the repair process which will take place in August, 2023.
 - See attached proposal.
 - **Action item:** Ken Fensom will contact Element Construction to notify of acceptance of the repair proposal.
- **Fundraising**
 - Marion Tudor presented a report on the Rummage Sale. See attached.
- **Wesley report**
 - Lenore Bewcyk presented the Wesley report. See attached.
- **JAT (Joint Amalgamation Team)**
 - Marina Jeffery presented the JAT report including some models on the human response to change. See attached.
- **Worship committee**
 - Jean Cameron presented a report from the Worship Committee.
 - A Welcome barbeque is planned following the church service on Sept. 10, 2023.
 - **Moved by Jean Cameron/Ken Fensom that Sunset Board set a policy to limit who can conduct funerals, weddings, and other worship services, to either the incumbent Minister or those approved by the Sunset Worship Committee. Carried.**
- **Refugee sponsorship**
 - Jim Tenford presented a proposal for Sunset to co-sponsor Bashar Youssef's sister and family to immigrate to Canada. The commitment required is similar to the agreement Sunset has made to assist Zabiba Bashar. (See Minutes April 27, 2023).

- **Property Committee** (Ken Fensom)
 - lawn mowing
 - John is unable to mow the lawn for 2023
 - Sunset will hire someone to mow the lawns once per week
 - **Action item:** Bryan Tudor will contact Jonathon, the custodian at Wesley, to see if he is able to mow the lawns at Sunset. If not, Ken will hire Touchstone Bobcatting and Construction for \$25.
 - ant infestation
 - **Action item:** Ken will organize ant extermination by Innovative Pest Solutions.
 - Touchstone Bobcatting and Construction will repair the lawns where they damaged them during snow removal.

8. Financial update

- Denelle Hansen provided an update of Sunset finances up to May 2023. See attached.
- **Moved by Denelle Hansen/Ken Fensom to accept the financial update as presented. Carried.**

9. Jim's update

- Jim has been busy with funerals, visiting and refugee issues.
- He attended the Regional Council Meeting in Prince Albert in May.
- Jim will be on vacation beginning June 12, 2023.

10. Michelle's update

- The Kid's Help Phone fundraiser was a success with \$642 in donations.
- Michelle is investigating a new Sunday School curriculum.
- Michelle and Bonnie discussed the issue that people watching the live stream video do not get to witness the fun activities on the quilt because of efforts protect the privacy of the children on the quilt. Instead, a still image of the quilt is displayed. The new process will be for Bonnie to video the action on the quilt. Parents will have the option to coach children to sit facing Michelle if they do not want the children's faces to be seen on the live stream.
- **Action item:** Michelle will talk to parents and recommend children sit facing Michelle with their backs to the congregation if the parent does not want the child to be seen on the camera.

11. Update of church calendar

- Sept 10, 2023 – Welcome barbeque after church service

12. Next Sunset Board meeting

- The next Sunset Board meeting is Sept. 14, 2023 at 7:00 pm.

13. **Benediction**

- Reverend Jim Tenford closed the meeting with a benediction.

14. **Adjournment**

- Brenda Scarfe adjourned the meeting at 8:02 pm.

Documents to attach to June 8, 2023 minutes

- Element Construction roof repair proposal
- Fundraising rummage sale report
- Wesley report
- JAT update and models on human responses to change
- Financial update (up to May 31, 2023)

June 8, 2023 WESLEY REPORT TO SUNSET BOARD MEETING

Highlights from May 23, 2023 council meeting

- Checked with the council regarding the possibility of sharing a refugee project with Sunset. As no financial commitment is required at this time, they decided to leave the funds earmarked for a LGBT2+ person as it has been designated. The question can be revisited if raising funds becomes an issue.
- Letters of notice to tenants (IDiscover Preschool & UCAS) will be given in early June for an end date of June 30, 2024.
- A motion was passed at council to take the question to a congregational meeting on June 18, 2023 regarding the sale of Wesley's real property (land and buildings). Commitment to tenants continues until June 30, 2024.

Upcoming Events

- Annual program meeting June 4, 2023
- Pride Event June 10, 2023
- Tri-Church starts June 18, 2023
- Congregational meeting re sale of building and land June 18, 2023

Lenore Bewcyk, May 28, 2023

Account Balances - As of 5/31/2023
(in Canadian Dollars)

6/5/2023

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Account	5/31/2023 Balance
Bank Accounts	
Chequing	82,599.85
Investment, MMF	17,972.64
Prepaid expenses	0.00
TOTAL Bank Accounts	100,572.49
Asset Accounts	
GST Receivable	561.00
Land and Building	868,722.87
Loan Receivable 1	0.00
Loan Receivable 2	0.00
TOTAL Asset Accounts	869,283.87
Liability Accounts	
Capital Housing Fund	0.00
Capital Projects Fund	-2,628.62
CEBA loan	0.00
Community Service Fund	0.00
Congregational Education Fund	-1,594.24
Contingency Fund	-90,357.68
Continuing Education Fund 1	0.00
Landscaping Fund	0.00
Memorial Fund	-2,369.93
Mission & Services Fund	0.00
Mortgage Fund	0.00
Special Appeal Fund	0.00
United Church of Canada	0.00
TOTAL Liability Accounts	-96,950.47
OVERALL TOTAL	872,905.89

Income/Expense Comparison by Category
1/1/2022 through 5/31/2023 (in Canadian Dollars)

6/5/2023

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Category	1/1/2022- 5/31/2022	1/1/2023- 5/31/2023	Amount Difference
INCOME			
Clothing Sale	0.00	2,546.95	2,546.95
Collection	68,002.85	70,110.85	2,108.00
Anonymous Collections	1,611.09	448.00	-1,163.09
TOTAL Collection	69,613.94	70,558.85	944.91
Collections - Mission & Service	4,354.15	5,741.65	1,387.50
Fundraising	88.00	2,637.20	2,549.20
General Rent	1,850.00	7,525.00	5,675.00
Interest Inc	21.10	328.88	307.78
Sunday School	0.00	0.00	0.00
Sundry	0.00	38.65	38.65
TOTAL INCOME	75,927.19	89,377.18	13,449.99
EXPENSES			
Administration			
Mission & Service Fund	2,500.00	2,500.00	0.00
National Assessment	1,949.00	3,844.00	-1,895.00
Office Expenses	878.56	964.59	-86.03
TOTAL Administration	5,327.56	7,308.59	-1,981.03
Building Maintenance			
Building Repair & Maintenance	4,522.04	4,754.09	-232.05
Custodian	3,394.95	3,805.07	-410.12
Electricity	1,905.56	2,093.58	-188.02
Gas	3,146.28	4,296.32	-1,150.04
Janitorial Supplies	381.91	506.04	-124.13
Telephone	655.03	630.95	24.08
Water	686.96	782.64	-95.68
TOTAL Building Maintenance	14,692.73	16,868.69	-2,175.96
Clothing Sale Expense	14.75	0.00	14.75
Committees			
Christian Education	460.70	144.09	316.61
Community Service	4.71	159.98	-155.27
Congregational Care	116.80	50.00	66.80
Publicity	307.50	0.00	307.50
Worship	833.57	964.73	-131.16
TOTAL Committees	1,723.28	1,318.80	404.48
Personnel			
Custodian	0.00	0.00	0.00
Housing Allowance, Minister	0.00	0.00	0.00
Housing Allowance, Minister B	0.00	0.00	0.00
Music Leaders	5,335.00	6,050.00	-715.00

Income/Expense Comparison by Category
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6/5/2023

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Category	1/1/2022- 5/31/2022	1/1/2023- 5/31/2023	Amount Difference
Office Coordinator	9,401.70	9,156.51	245.19
Pension and Benefits			
Revenue Canada	3,069.83	3,346.83	-277.00
Telephone	175.00	300.00	-125.00
UCC Pension Fund	7,420.13	7,290.23	129.90
TOTAL Pension and Benefits	10,664.96	10,937.06	-272.10
Salary, Minister	27,951.95	29,510.87	-1,558.92
Salary, Youth Coordinator	2,344.85	2,692.80	-347.95
Tech Honorarium	750.00	1,350.00	-600.00
TOTAL Personnel	56,448.46	59,697.24	-3,248.78
TOTAL EXPENSES	78,206.78	85,193.32	-6,986.54
OVERALL TOTAL	-2,279.59	4,183.86	6,463.45